



Automotive Technician

Department: General Services

Class Code: 3132

EEO Code: 27

FLSA: N

Effective: 28/06/2008

GENERAL STATEMENT OF DUTIES:

Under general direction of the automotive maintenance supervisor, the automotive technician performs highly skilled journeyman level mechanical work in the inspection, maintenance, and repair of a wide variety of automotive vehicles; may serve as a lead technician, and performs related work as required.

SPECIFIC STATEMENT OF DUTIES:

(illustrative only. Any one position may not include all the duties listed nor do the examples cover all the duties which the technician may perform.):

Diagnoses, adjusts, repairs, and services a wide variety of passenger vehicles and light trucks including sedans, station wagons, passenger and cargo vans, sport utility vehicles, pickup and cab chassis trucks. Performs computerized drivability diagnostics, repairs, tests, and adjustments on gasoline, hybrid, and alternate fuel engine and emission systems to manufacturer's specifications; diagnoses, adjusts, and repairs in engines and related components, automatic transmission and transaxle, drive trains and axles, suspension and steering systems, brakes, electrical/electronic systems, heating and air conditioning systems, and engine performance. Prepares and maintains records related to automotive repair work, work order requests, and status, and labor charges;

An employee in this class performs specialized journey-level mechanical and technical work in the maintenance and repair of a variety of county vehicles and related equipment. Although repair jobs performed are generally inspected upon completion, incumbents must be able to carry out all phases of the work from start to completion without assistance.

The automotive technician assigned as Master Automotive Technician performs skilled advanced journey-level mechanical and technical work in the maintenance and repair of a variety of county vehicles. This assignment serves in a lead capacity and can assign

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Knowledge of:

· ☐ Fundamental operation of internal combustion engines; principles of electricity, electronics, computer systems, sensor and actuator operation, control applications such as engine and emission controls, dashboard instrumentation, climate control, door/window locking and alarm systems; mobile air conditioning systems, anti-lock brake and traction control systems, and supplemental impact restraint systems.

Skilled in:

MINIMUM EDUCATION AND EXPERIENCE:

High school diploma or G.E.D. certificate and completion of a formal four-year apprenticeship program culminating in a journeyman rank OR completion of an automotive technician training program equivalent to a four-year apprenticeship, and three years of hands on automotive maintenance experience or an equivalent combination of education, training, and experience.

ADDITIONAL REQUIREMENTS:

· ☐ Possess a valid driver's license and a Safety Inspection License issued by the Commonwealth of Virginia as conditions of employment

This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.